

MINUTES (approved 8/13/13)  
**ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE**  
Wednesday, June 12, 2013  
Conference Room C, Audrey P. Beck Municipal Building

Members present: Denise Keane, Peter Kochenburger, Bill Ryan  
Staff present: Lynda Lambert, Administrative Services Specialist, Cherie Trahan, Director of Finance; Curt  
Vincente, Director of Parks and Recreation  
Recreation Advisory Committee Member(s): Howard Raphaelson  
Public present: Sarah Anderson, Mark LaPlaca, Pat Suprenant

**Call to Order**

Kochenburger called the meeting to order at 7:32 a.m.

**Approval of Minutes**

Minutes of the meeting held on May 29, 2013 were approved.

**Discussion on the Fee Waiver Ordinance** (pertaining to Parks and Recreation activities only)

Kochenburger welcomed the visitors and provided a brief overview of the discussions held to date. Several options have been discussed to deal with identified problems with the current Fee Waiver Ordinance. The options for consideration have included: an improved application process, limiting certain programs, and maximum limits per household. There has been general consensus that committee members do not want to limit programs or place limits on households. There has been some discussion about developing a broader sliding scale for qualification.

Trahan provided an explanation as to how the funds are transferred from the General Fund to the Parks and Recreation Fund to cover fee waivers granted in a given fiscal year. Kochenburger noted that the fee waivers have a significant impact on the Parks and Recreation budget, but not on the General Fund budget as whole.

Raphaelson noted that the summer camp makes up a large percentage of the fee waivers mostly because people are using the camp for day care in order to keep their jobs.

Vincente proposed a new application that would request more detailed information, similar to the one the Town currently uses for the Housing Rehabilitation Loan Program. Keane distributed the CT DSS Federal Poverty Income Guidelines and proposed that these guidelines be used for qualification for the Fee Waiver Program. Kochenburger suggested that staff come back with recommendations on a revised application process and possibly more tiers based upon the DSS guidelines.

Committee members expressed desire to have feedback from the Recreation Advisory Committee. Vincente noted that they meet quarterly and their next meeting is scheduled for July 24. The committee set the next meeting date for Wednesday, August 7, 2013 so that the Recreation Advisory Committee would have an opportunity to review the discussions to date.

**Public Participation**

Kochenburger turned to the public members who were present to solicit their feedback.

- Mark LaPlaca was representing Mansfield Advocates for Children (MAC) which feels strongly that the fee waiver program is important for town families, especially those ages birth to eight. He also cautioned committee members about additional information that might be asked for in a new application. He encouraged the committee to look at the data before considering additional levels of approval and he pointed out that some of the increased costs for the current fiscal year are due to the fact that the Parks and Recreation Department is now running the Before and After School Program at two of the schools.

- Sarah Anderson, also representing MAC, encouraged committee members to analyze the potential for additional levels because this could be very important and beneficial to families with young children.
- Pat Suprenant expressed concern about the assumption of fraud and abuse of the program and she encouraged the committee to make the process easier. She also suggested that the funding for the program should be directed to kids.

**Next Meeting/Future Agenda Items**

The next meeting was scheduled for Wednesday, August 7, 2013 at 7:30am.

**Adjournment**

The meeting was adjourned at 8:49 am.

Respectfully submitted, Curt Vincente